



City of Miami Springs, Florida

The Architectural Review Board met at 7:00 p.m., on Thursday, January 9, 2014 in the City Hall Council Chambers.

1) Call to Order/Roll Call

The meeting was called to order at 7:03 p.m.

The following were present:

Marc Scavuzzo, Chair
Ana Paula Ibarra, Vice Chair
Joe Valencia
Fredy Albiza
Valentine Soler

Also present:

Board Secretary Elora R. Sakal
Council Liaison Jaime Petralanda
Mayor Xavier M. Garcia

2) Approval of Minutes:

Minutes of the October 2, 2013 meeting were approved as written.

Vice Chair Ibarra moved to approve the minutes and Board member Albiza seconded the motion, which carried unanimously on voice vote.

3) New Business:

a. Discussion on Smaller Scale Calvin Giordano Project

Board member Albiza suggested starting with one small idea such as lighting or signage.

Vice Chair Ibarra said that one discussion the Board previously had was to improve the City entrance signage.

Board member Valencia asked if there were any funds allocated in the current budget to implement any projects from Calvin Giordano and Board member Albiza replied that he doubts there are funds available.

Vice Chair Ibarra asked the Board if they wanted to recommend the implementation of signage for the entrances in the City to Council.

Board member Albiza suggested making this project small in scale so that maybe the funds can be allocated from other sources.

Mayor Garcia suggested that the Board should provide specifics as to what they would like to do when they make their recommendation to Council, such as where they would like the signage to be located and how much it will cost. He mentioned the process that the City is going through to change 36th Street from Doral Boulevard to Miami Springs Boulevard.

Councilman Petralanda introduced himself to the Board. He appreciates what the Board is doing and thanked them for all that they do. He distributed a letter and said that if there were any questions to contact the City Manager (attached for the record).

Vice Chair Ibarra commented on number eight of the letter. The Board had discussed creating a mission statement because they were unsure of what they should be doing.

Mayor Garcia commented that the Architectural Review Board is an Advisory Board and if the Board has ideas they are welcome to recommend them to Council. He suggested that they recommendations to Council before getting too involved in the idea because there are some projects that cannot be implemented at this time.

Mayor Garcia explained to the Board what their duties are as an advisory board.

Discussion ensued regarding the color palette and the fact that there are variations in colors within the color palette.

Board member Valencia commented that the Board is not being used for architectural advice.

Vice Chair Ibarra said that she would like the Board to be a part of the pool project.

By consensus, the Board agreed to discuss signage in a small scale to recommend to Council.

b. Discussion on the Implementation of the Geoblock Geosystems

Board member Albiza stated that at the last Council meeting, Council allowed the Board to move forward with finding more information on the Geoblock Geosystems.

Mayor Garcia said that former City Planner Holland had done some additional research on the Geoblocks and he asked Board Secretary Sakal to get the information from the City Manager.

Vice Chair Ibarra noted that at the City Council meeting the City Manager said that there were funds in the Public Works Department budget that could possibly be used for this project.

The Board will discuss this at their next meeting once they receive the information from the City Manager.

4) **Other Business:**

a. Future Agenda Items

The Board would like to discuss the following topics at their next meeting:

1. Research on the Geoblock Geosystems
2. Discussion on entrance signage
3. Discussion on façade renovations
4. Revision of the Mission Statement

Discussion ensued regarding the 627 Eldron Drive property that may be sold to Manny Perez-Vichot.

5) **Adjournment**

There was no further business to discuss and the meeting adjourned at 8:11 p.m.

Respectfully Submitted,



Elora R. Sakal
Board Secretary

Approved as written at meeting of: 4-03-14

The comments, discussions, recommendations and proposed actions of City Citizen Advisory Boards do not constitute the policy, position, or prospective action of the City, which may only be established and authorized by an appropriate vote or other action of the City Council.

Ron Gorland

From: Elora Sakal
Sent: Thursday, January 09, 2014 2:07 PM
To: Ron Gorland
Cc: Suzanne S. Hitaffer; Jan Seiden
Subject: Architectural Review Board - Questions from Board Member Ibarra

Ron,

Below are the questions answered. As I stated to you earlier, At each meeting, there is an agenda item called "future agenda items" where the Board addresses what to put on their next agenda. If a Board member would like to add something to the agenda at a later time, they are able to do so in a timely manner before their upcoming meeting. I would then canvas the Board to see if there is a consensus to discuss that item. I have not replied to her but below are the answers to each of her questions.

- 1. We mentioned talking to the grants person at the City to discuss Parking Grants or possible bonds to help with the Geoblock project. Not sure if anyone asked if this is available if we need to invite this person to our meeting or email them to ask?*

In looking at back at the minutes of this meeting, I did not see any discussion on grants. It must have been brought up but there was no decision on putting it on the next agenda for discussion. If the Board has information on grants, that information should be provided in the minutes or by separate document.

- 2. Joe Valencia volunteered to attend the Council Meeting to explain the colors which were denied but I did not see him in the roll call. Was he there? I think this needs to stay in our agenda. I don't think we are done with this one*

At City Council meetings, we do not take roll of the Board members who attend the meetings and only take roll of the City Council and the Department Heads. With regards to the color palette, since it has been denied by Council, there is no longer a need to have this on the agenda for discussion.

- 3. Another item we were discussing was parking in general and more specifically the area by south Royal Poinciana Boulevard. We never figured out what to do there and should probably keep it in the agenda*

This was discussed during the meeting, but the Board did not ask to put it on the next agenda. I believe that some of the Board members wanted to work slowly and focus on one project at a time and therefore some discussions were not put on the agenda.

4. I saw the Council voted to get a price for the Geo Block but I have no idea what steps are to be taken next?

Council gave the Board direction to get further information and pricing for the implementation of the Geoblock Geosystems.

5. We had also discussed asking Jaime Petralanda to come to our next meeting and I am not sure that is happening?

I spoke with Councilman Petralanda and advised him of the Architectural Review Board's request and he will be present.

6. We had bugged you (me personally) to see if you were able to dig up the sketches presented by Roger Plasencia for the signs. Were you able to find these?

There was no discussion on this topic at the last meeting. I can still look into providing the required items at a future meeting.

7. The Board had also requested Mr. Holland to come to the meeting. Who could attend at this point?

Since the unexpected passing of Jim, there is currently no City Planner. There must be a specific item for his attendance to be requested. At this point, nobody can attend in a City Planner capacity until one is hired. City Council approval is required in advance for a staff members appearance before the Board.

8. The intent of our board was also still not clear and could be left in the agenda. We know the mission statement but our intent is still uncertain as we wait for something to trickle down from Council

Mayor Garcia attended one of the Architectural Review Board meetings and explained to the Board what their roles and duties are. Please review Code Section 32.100.

If there is anything else I can do or if you have any additional questions, please let me know.

Regards,



Elora R. Sakal

Assistant City Clerk

305.805.5005 - Phone

305.805.5028 - Fax



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ARTICLE XVI. ARCHITECTURAL REVIEW BOARD**Sec. 32-100. Architectural Review Board—Established.**

There is hereby created an Architectural Review Board to review, discuss, and make recommendations to the City Council on plans, specifications, and designs for commercial projects in accordance with the adopted and approved policies, standards and ordinances of the City.

- (A) *Advisory Board.* The Architectural Review Board shall function as an Advisory Board for the City Council.
- (B) *Board membership; terms of office.* The Architectural Review Board shall consist of five members. Each member of the City Council, including the Mayor, shall appoint one Board member for a two-year term. Members shall be qualified electors of the City. If for any reason, an appointment should not be made to fill an expired term, the incumbent will continue to serve until a successor has been appointed. No Board member shall serve on any other Board or Commission of the City while holding this office. No Board member who shall have served three consecutive terms of office shall be eligible to serve an additional term of office for two years thereafter, unless the appointment for any subsequent additional term shall be confirmed by a majority of City Council.
- (C) *Vacancies.* In the event of the death, removal, or resignation of a Board member, a successor shall be appointed to fill the unexpired term of the City Council member who made the original appointment. In the event the original City Council member is no longer in office, the successor in office shall fill the unexpired term.
- (D) *Chairman.* The Board shall elect its own chairman, who shall serve at the will of the Board. In addition, the Board shall determine the chairman's term of office and number of terms that may be consecutively served.
- (E) *Procedural rules and regulations.* The Board shall prescribe and adopt its own rules and regulations. However, the Board shall comply with the following:
 - (1) All meetings of the board shall be held on a monthly basis and be open to the public.
 - (2) The Board shall keep minutes of its proceedings, showing the vote of each member on each question or, if absent or failing to vote, indicating that fact. In addition, the board shall keep records of all its proceedings and other official actions, all of which shall be immediately filed in the city clerk's office, and shall be a public record.
 - (3) Board action shall require the presence of a quorum of three Board members.
 - (4) All actions of the Board shall be approved by a majority vote, except that no less than three like votes are required if less than the entire Board is voting.

- (F) *Consultant and support services.* The Board shall act only in an advisory capacity to the City Council and no act or decision of the Board shall be considered an act of the City. All consultant and support services to be furnished to the Board must be requested from, and approved by, the City Council prior to the services being secured. In no way can any act of the Board exceed the specific authorization and power conferred upon it by the City Council.
- (G) *Duties and responsibilities.* The duties and responsibilities of the Board shall be as follows upon the receipt of specific directions or requests from the City Council:
- (1) To act as an Advisory Board for the City Council in all matters relating to the architectural and design ordinances, issues and policies of the City.
 - (2) To perform all tasks, studies, or activities as may be directed by the City Council in regard to any and all architectural and design matters which may impact the City.
 - (3) To make recommendations to the City Council in regard to the architectural and design impact of any future development or facilities located within the City.
 - (4) To conduct meetings to solicit the ideas and opinions of citizens, design professionals, and all other knowledgeable persons in regard to all matters relating to architectural and design of developments and facilities to be located within the City.
 - (5) To secure information, data, and exhibits to assist the City Council in regard to all matters relating to architectural and design of developments and facilities to be located within the City.
 - (6) To provide the City Council with suggestions for architectural and design policies, positions, projects and programs of the City.
- (H) *[Reserved.]*
- (I) *[Reserved.]*
- (Ord. 901-03, passed 9-22-03; amend. Ord. 916-04, passed 10-11-04; amend. Ord. 1010-2011, passed 3-14-11; amend. Ord. 1039-2012, passed 9-10-12)

Note—Formerly, § 151-59.